

FLATHEAD CITY-COUNTY BOARD OF HEALTH
MINUTES OF JANUARY 15, 2009
2:00 – 4:00 P.M.
CONFERENCE ROOM / EARL BENNETT BUILDING
KALISPELL, MONTANA

<u>Members Present</u>	<u>Members Absent</u>	<u>Others</u>
Glen Aasheim, MD	Joe Brenneman	Art Bielz
Nancy Askew	Doug Smith, MD	Paul Blankenship
Duane Larson		Marty Boehm
Wayne Miller, MD		Diana A. Cook
Art Thompson, MD		Lisa Dennison
		Wendy Doely
		Myni Ferguson
		Tara Fugina
		Mary Granger
		Kirsten Holland
		Tonya Hunter-Passwater
		Wendee Jacobs
		Jeannine Lund
		Carmen O'Brien
		John Passarge
		Josh Patten
		Doug Scarff
		John Stang
		Gerald Young
		Adele L. Zimmerman

Call to Order

Chairperson Nancy Askew called the meeting to order at 2:06 P.M.

Approval of Agenda

MOTION Glen Aasheim to approve the agenda as mailed.
SECOND Duane Larson MOTION CARRIED

Approval of Minutes of December 18, 2008 Regular Meeting

MOTION Wayne Miller to approve the minutes of December 18, 2008 regular meeting as mailed.
SECOND Art Thompson MOTION CARRIED

Election of Chairperson and Vice Chairperson

Nominations opened for Chairperson. Aasheim nominated Askew as Chairperson. No other nominations were heard.

MOTION Aasheim that Nancy Askew be elected Chairperson for 2009.
SECOND Thompson MOTION CARRIED

Nominations opened for Vice Chairperson. Askew nominated Larson as Vice Chairperson. No other nominations were heard.

MOTION Askew that Duane Larson be elected Vice Chairperson for 2009.
SECOND Thompson MOTION CARRIED

Committee Appointment

Askew said that the schedule of appointments will be distributed for the Board to review.

Citizen Comment

Art Bielz-

Art Bielz announced that he is the captain of the Smith Valley Fire Department. He believed that the Department received a copy of a letter regarding EMS fund justifications. He hoped that their unit could obtain those funds so that they could make bill payments that they have incurred. Bielz wondered if Smith Valley Fire Department was singled out by not having funds released. If the unit was singled out, Bielz asked for a clarification as to why they were.

Variance Request – Jonathan R. Olson

Joe Russell announced that there are ongoing issues with the variance request. He stated that after speaking with Jonathan Olson and informing him of the conditions that would be imposed, Olson felt that it might not be reasonable to conduct a variance request. Therefore, since Olson is absent from the meeting, Russell asked that the Board not move forward with the variance request at this time.

John Passarge – Regarding Complaint #586

John Passarge stated that the Board will be receiving additional information in the mail. He distributed letters dated April 8, 2008 and May 27, 2008 that were submitted to Environmental Health. He announced that he submitted a letter to Russell dated December 18th requesting a re-inspection on property 2645 Parker Hill Road. Passarge said that he has not yet received a response to the letter. He announced that he requested that a change in Sanitarian be conducted on this complaint. The request was to have Sanitarian Darin Woepfel be assigned because of questions revolving around Sanitarian Kate Cassidy. Passarge said that he has evidence that action on this complaint has been untimely. He added that the property has been illegally occupied for more than eight years and has never met county standards. He asked that the Board require Russell to reply to his complaint in writing as to why it has not been addressed. He also asked that Russell confirm that Woepfel will conduct the re-inspection on the property. Passarge said that he has continued to offer documentation, witnesses, and photographs to support the fact that the property is being occupied and is not in compliance to county standards. He asked that the complaint process be accurate, timely, and brought forward in a public forum. He reported that after the December 18th Board of Health meeting, he visited the Environmental Health division with Commissioner Joe Brenneman. Passarge said that he continued to be harassed by the staff who stated that he could not have further documentation. He added that Article two, Sections eight and nine of the Montana State Constitution state's that all records are in the public domain and public forum.

Departmental Reports

Reproductive Health-

Wendy Doely announced that Rebecca Metteer from their division submitted her resignation. There is another in-house staff member who will be filling the position on a trial basis.

Community Health Center-

Doely distributed the approved CHC budget, expenditure report, and the CHC Board minutes to the Board. Doely announced that they have been designated as a federally qualified health center look-a-like. This will allow the center to receive preferable reimbursement from Medicaid and Medicare. Miller inquired about the revenue projections that were created at the beginning of the fiscal year. Doely stated that she will submit them to the Board. Aasheim inquired about the percentage increase that the center will receive due to the look-a-like status. Doely stated that they estimated that they will receive \$110.00 from medical and \$125.00 from dental. She added that it also depends on how Medicaid and Medicare reimburse in similar communities in the area. She said that until they receive their first payment, they will not know the specific amount. Doely announced that they have seen a total of 48 patients in the

mobile dental clinic. Miller wondered how the Community Health Center is funding the deficit. Doely said that they have been watching their expenditures closely.

Home Health-

Paul Conrad reported that they conducted a new record of 950 visits. He stated that he provided a copy of the certificate that was awarded to them for being in the top 25 percent of all home health agencies in the US for financial and patient care outcome results. Conrad said that as they look at reduction in potential reimbursement due to the economy, Home Health needs to become more efficient. He stated that they are going to emphasize on self care and patient education. He announced that they are trying to include an occupational therapist to their staff. Conrad reported that OASIS is a reporting document that Medicare uses to determine Home Health payment and patient care outcome data. He said that CMS is updating OASIS and expanding the document to include more than 145 questions.

Animal Shelter-

Kirsten Holland thanked the Board and everyone involved for their efforts in providing funding for the new front office position at the Shelter. She announced that the front office employee, Aurora Paulsen, started on December 30th. Holland reviewed Animal Shelter highlights from 2008. In 2008, they officially changed the name from Flathead Animal Control to Flathead County Animal Shelter. They also modified the Shelter's mission statement, created new signs and a new logo. Holland mentioned that they also removed the carbon monoxide gas chamber that was previously used to euthanize animals. The Shelter now monitors animal rescue which was not monitored under the former management. She announced that they have started modifying their standard operating procedures and modified many of the Shelter's fees by increasing them. Holland stated that the increased fees, along with the revised dog ordinance, will go to the Commissioners for approval. She also announced that in 2008, they implemented a vaccine program which includes bordetella and rabies vaccines. She stated that they have achieved 100 percent sterilization of animals before they leave the Shelter rather than have the animals sterilized after they have left. Holland reported that in fiscal year 2004, 41 percent of the animals were euthanized. In the calendar year of 2008, 12 percent were euthanized. She announced that for the first time, the Shelter has open kennels due to an increased foster program, increased adoptions and rescues. Holland stated that for 2009, the increased staff will allow the Shelter to expand and revamp the foster program. She added that they plan to conduct low cost/no cost spay and neuter clinics for the general public in 2009. Holland mentioned that they plan to improve their relationship with the veterinarians in the valley, as well as continue to plan and conduct remodeling at the Shelter. She added that she will be performing grant writing and fund raising in conjunction with Flathead Shelter Friends. Askew suggested that the Board obtain a different binder to place Animal Shelter information that is distributed at meetings.

WIC-

Jeannine Lund announced that Wendy Olson of Administration gave an in-service on car seat safety to the WIC staff. She stated that participation rates decreased for the month of November which may be due to the three holidays when they were unable to provide services. Lund mentioned that she hired a temporary WIC technician who will work on an on-call basis when staff is sick or are on vacation.

Environmental Health-

Wendee Jacobs reported that Environmental Health has been revamping their data base to ensure that they are in accordance with the State standards. She stated that they have reassigned some of the staff to include them into the food service program. Askew inquired about the unknown closed complaints in the Environmental Health report. Jacobs said that they sometimes receive anonymous voice mails that do not list the address, owner/establishment, or phone number; therefore, they are unable to follow-up on the complaint. Miller said that he has had numerous comments from citizens who say that they benefit from

the establishment scores that are placed in the newspaper. Miller thanked Environmental Health and The Daily Interlake for their work.

Community Health-

Russell stated that Boni Stout is absent due to her knee surgery.

Committee Reports

Animal Shelter Advisory Committee-

Myni Ferguson announced that she is the President of the Flathead County Animal Shelter Advisory Committee. She reported that the Board received a document containing the information discussed at their recent Advisory retreat. She detailed the duties performed by the Advisory Committee. Ferguson listed tasks that were performed in 2008. She said that in the summer and fall of 2008, the Shelter was operating in what the majority of the committee felt was a dangerously overcrowded condition. Therefore, the Committee voted to recommend adoption of the animal holding standards set forth by the USDA and Animal Welfare Act at their October 20th meeting. The Committee recommended that the Shelter staff be given seven weeks to come into compliance. Ferguson stated that they have been meeting with the Shelter staff to redesign some of the areas at the Shelter to encompass better housing for the animals and allow easier care of the animals. She announced that the Board received a document from the Shelter manager that was directed to the Advisory Committee. She said that this document has not been properly reviewed by the Committee except for a quick assessment. There were some errors found, therefore the Committee ask that the Board disregard the document until the Committee has fully reviewed and modified it. Ferguson reported that the Committee will be working on a public service announcement campaign on various topics to accomplish the goal of giving public awareness of responsible animal care. She announced that Carmen O'Brien of the Advisory Committee has formed the 501(c)3, Flathead Shelter Friends, to accept and raise funds for the Animal Shelter. Askew inquired about the protocols and procedures. Ferguson stated that the Shelter manager has mentioned that she will have the protocols and procedures completed as soon as possible. Askew presented an article that she received via e-mail detailing information on cocoa mulch which is poisonous to dogs. She asked that the information be placed in their monthly newsletter.

EMS Committee-

Russell announced that there were several units, including Smith Valley, who received letters from the Health Officer on behalf of the EMS Committee requesting justification on their submitted expenditures. Miller stated that he has had informal meetings with those relative to EMS communication. He said that there have been several issues with multiple units arriving at the same incident. Miller reported that efforts are being made to coordinate communication so the units that are responding are using the same channels. He added that they are also addressing the communication between the hospitals and the responding units. He said that a policy is being written to ensure that communication between the units and the hospital are being improved. Russell stated that Mary Granger was voted by her peers to co-chair the EMS Advisory Committee. He suggested that Granger be present at all of the Board's EMS Committee meetings. He also suggested that they invite representatives from Smith Valley to speak with the EMS Committee. Russell recommended that a Committee meeting be scheduled. The meeting will be held on January 26th at 9:30 A.M.

Health Officer's Report

Septage-related matters-

Russell announced that nothing has changed on the Duane Lee site. He stated that he included the beginning of a report to the Board of Health regarding septage and the disposal of septage in Flathead County.

Building/Community Health Center-

Russell stated that the project is on schedule. He said that all of the mechanical, electrical and plumbing rough-in have been completed. He added that they are beginning to place sheet rock on the walls.

Variance Follow-Up-

Russell reported that he included a letter to the Cormack's Whitefish Properties regarding the conditions set forth on their variance. Russell said that there was question as to how follow-up inspections are scheduled. He stated that to ensure that the follow-up inspections are remembered and on schedule, they will enter the date into the Environmental Health's Outlook software which will provide a reminder on the due date.

Boni Stout Retirement-

Russell mentioned that he included a letter from Stout in the Board packet. He said that after many years of working with Stout, she has submitted her notice of retirement intent. He stated that she will be vacating her position as the Community Health Director effective June 30th, 2009. He reported that they will try to have a replacement hired one month before Stout officially retires to ensure a proper transition.

Other Business

There was no other business discussed.

Board Members Comments

There were no Board member comments.

The meeting adjourned at 3:04 P.M.

Lisa Dennison, Secretary